Each version of an E1 report file will be retained for system generated reports with date and time. Therefore, care must be taken to determine if the E1 option is appropriate for the System Generated Report you are requesting, because some System Generated Reports are generated daily and storage cost can increase significantly.

Data Sets Of Tables

The following types of data sets of tables are available through Command **G.1**, Request Table Copy:

Table data - is available for both Statewide and Agency tables. Statewide tables are maintained by CALSTARS staff and are established in accordance with the Uniform Codes Manual.

Record layout - is a listing of the *format* of the table, which includes the key length, data sequence and record length, field name, field size and data characteristics of each field.

An example of the Table Copy screen is shown here:

```
 9990 G.1: Request Table Copy                              12-09-2004 03:23 PM

 Enter under F below: (D=File Data, L=Record Layout)

 F             TABLE NAME               F             TABLE NAME
 - -----------------------------       - -----------------------------
 _  Appropriation Symbol      - AS      _  DGS Invoice Allocations   - EA
 _  Budget Sequence           - BS      _  DGS Services              - OD
 _  Cost Allocation           - CA
 _  Employee Master File       - EF
 _  Index Code                - IC
 _  Organization (Descriptor) - DT
 _  PCA                       - PA
 _  Project Control            - PC
 _  Statewide (Descriptor)    - DT
 _  Timesheet                 - TS
 _  Vendor Edit               - VE



 Command:
 Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
        Help  Retrn Quit                                                  Main
```

To request a copy, key a **D** (file data) or **L** (record layout) in the "F" column to the left of the desired table(s) and press **Enter**. When the copy request is accepted, the **D**(s) in the "F" column change to * and the **L**(s) change to **#**.

If another request is submitted before the screen is exited, the **#** or * indicators for the previous requests are displayed in one color and the **#** or * indicators from the most recent request are displayed in a different color. These indicators remain on the screen until the screen is exited. If the screen is exited and the screen is accessed again, the "F" column is blank.

When a table copy is requested, the table does not include maintenance performed that day. The table includes data **as it existed after the last nightly update** (IEUP cycle). Since the copy of the table is 'as it existed' after the last IEUP cycle, there is no reason to request a second copy on the *same* day. If a second copy is accidentally requested, a second copy exists as well as the cost associated with the duplicate request.

When a record layout is requested, the record layout is copied from the CALSTARS production file **as it exists at the time the request is made**.

Data Sets Of Files

Data sets of files are available through Command **G.2**, Request File Copy. File copies can be requested for agency specific CALSTARS timesheets, budget files and various financial files, e.g., Operating File, History File, Vendor Payment File. The data selected is based on the logon Organization Code.

An example of the File Copy screen is shown here:

```
9990 G.2: REQUEST FILE COPY                              12-09-2004 03:21 PM


Enter under F: D=File Data, L=Record Layout,
               U=Data with Unpacked Fields, R=Layout with Unpacked Fields
F             FILE NAME                F              FILE NAME
-  -------------------------------    -   -------------------------------
_   Allotment                 - AL    _   Operating                 - OP
_   Appropriation             - AP    _   Payroll Extract           - PE
_   Cash Control              - CC    _   Schedule 10  - Current Year - B1
_   Check                     - CK    _   Schedule 10  - Prior Year   - B2
_   Document                  - DF    _   Schedule 10R - Current Year - B3
_   General Ledger            - GL    _   Schedule 10R - Prior Year   - B4
_   Grant Project             - GP    _   Subsidiary                - SF
_   History - Current Month    - HY    _   Vendor Payment            - VP
_   History - Prior Month      - HY    _   Warrant Number File       - WN
_   History - Prior Year (FM 13) - HY
_   Labor Transaction          - LT


Command:
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Retrn Quit                                                  Main
```

To request a file copy, key a **D** (file data) or **L** (record layout) in the "F" column to the left of the desired table(s) and press **Enter**. When the copy request is accepted, the **D**(s) in the "F" column change to * and the **L**(s) change to **#**.